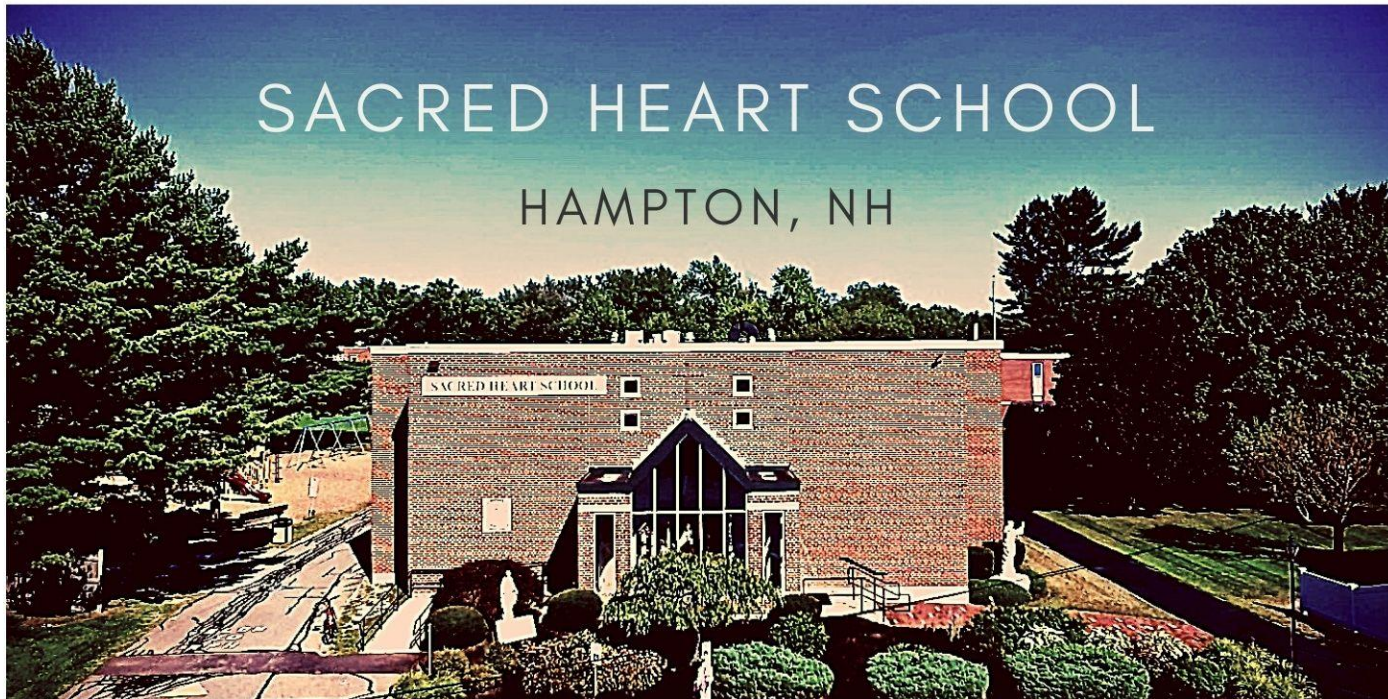




# SACRED HEART SCHOOL

## HAMPTON, NH



## Reopening Guidelines

**2020-2021**

## Reopening Guidelines for Sacred Heart School

### Introduction:

A Taskforce was formed in late June to begin planning for the reopening of our school in September. In creating our plan our top priority focused on the health and safety of the students, faculty and staff. It is important to understand that our plan must be flexible and fluid in order to respond to changes in our school environment, new information provided by health organizations and by state officials. The committees will meet at the end of the first week of school then every two weeks to assess effectiveness of the guidelines. Modifications and adjustments will be made to our plan when necessary to improve guidelines.

Taskforce members worked on the committees listed below to complete our work and develop our guidelines for re-opening Sacred Heart School. Work was completed in collaboration with the Diocesan Frameworks for Catholic Schools, the NH Department of Education Back-to-School Guidance, recommendations from the Center for Disease Control (CDC) and the NH Department of Health and Human Services (DHHS).

The committees worked in collaboration to gather information and complete the guidelines for reopening Sacred Heart School and assuring that the school building is ready to receive the students, faculty and staff. In alignment with our mission statement our focus is on supporting the spiritual, intellectual, physical, social and emotional development of our students in our faith-filled community.

Please review these guidelines as a family to prepare for the return to school on Tuesday, September 8, 2020.

Blessings,

Teresa Morin Bailey

### **Committees and Members**

**Teresa Morin Bailey - Principal**

**Fr. Gary Kosmowski - Pastor of our Parish School**

### **School Building/Facilities**

Jessica MacMaster – Junior High Religion

Connie Curry – Junior High Spanish

Diana De Alvare - Music

Nicole French-Wollen- Junior High Wellness

Virgil Fernandes - Custodian

Dave Hagan - Custodian

### **Social & Emotional**

Sarah Cropper - Grade 2

Hannah Cyr - PK3

Camila Patrie - Physical Education

Kevin Huston - Junior High Math

Elizabeth Cote – Title I/Academic Tutor/Parent

### **Instruction/Curriculum**

Meg Popp - Grade 3

Misty Rowell - Kindergarten

Joyce LaPointe - Grade 1

Cathy Brophy - Technology Consultant

### **Training**

Annette Griffin - School Nurse

Erin LaRose - PK Aide/Parent

Megan Weand - Junior High LA/Parent

Renee Therrien - PK4

### **Organization**

Janine Christiana - Secretary

Cheryl Grella - Administrative Assistant

Gia Lamontagne - Business Manager/Parent

### **Technology**

Amy Lantaigne - Technology Integrationist

Debbie Ambrose - Grade 5

Catherine Meinen - Junior High Social Studies/Parent

Kara Pidgeon - Grade 4

**Revised 10-5-2020**

**Revised 11-18-2020**

**Revised 2-18-2021**

**Revised 3-24-21**

**Revised 5-4-21**

Comprehensive Safety and Health Guidelines for Sacred Heart School		
Health & Operations		
Communication Prior to Opening	PreK - Grade 5	Junior High
<p>Videos will be provided for students, staff and families;</p> <ul style="list-style-type: none"> <li>Masks/Social Distancing</li> <li>Bathrooms/Hand Washing</li> <li>Arrival/Dismissal</li> </ul> <p><b>The Before/After Care program will phase in at a later time. It will not be available at the beginning of the school year.</b></p> <p><b>The Before/After Care program will not be available this school year (2020-21).</b></p> <p><b>Individual homerooms will attend school masses while others live stream.</b></p> <p><b>Individual homerooms will attend school masses via live stream only for the remainder of the school year (2020-21).</b></p>	<p>Procedures:</p> <ul style="list-style-type: none"> <li>Visiting the School protocols</li> <li>When to stay home/ when entry to school will be denied (link to symptoms of Covid-19 on Resource page)</li> <li>Student Needs (cloth mask, headphones, pencil box with instruments)</li> <li>Daily safety procedures in school</li> <li>School structure to ensure safety</li> <li>Virtual Meeting for parents to explain changes</li> <li>Student personal supply list including mask, pencil box...</li> </ul>	<p>Procedures:</p> <ul style="list-style-type: none"> <li>Visiting the School protocols</li> <li>When to stay home/ when entry to school will be denied (link to symptoms of Covid-19 on Resource page)</li> <li>Student Needs (cloth mask, headphones, pencil box with instruments)</li> <li>Daily safety procedures in school</li> <li>School structure to ensure safety</li> <li>Virtual Meeting for parents to explain changes</li> <li>Student personal supply list including mask, pencil box...</li> </ul>
<p><b>Building/Grounds Preparation Prior to Opening</b></p>	<p><b>Signage</b></p> <ul style="list-style-type: none"> <li>Hallway traffic flow</li> <li>Bathrooms include hand washing instructions</li> <li>Stairwells and Bathrooms will be labeled for the correct grades</li> <li>Outside of the bathrooms there will be waiting spaces clearly marked</li> <li>Entry/Exit signs on doors</li> <li>PreK door clearly labeled for Entry/Exit</li> <li>Instructions for visitors made visible outside building</li> <li>Entry/Exit doors designated</li> <li>Covid-19 Symptoms signage posted in all</li> </ul>	<p><b>Signage</b></p> <ul style="list-style-type: none"> <li>Hallway traffic flow</li> <li>Bathrooms include hand washing instructions</li> <li>Stairwells and Bathrooms will be labeled for the correct grades</li> <li>Outside of the bathrooms there will be waiting spaces clearly marked</li> <li>Entry/Exit signs on doors</li> <li>PreK door clearly labeled for Entry/Exit</li> <li>Instructions for visitors made visible outside building</li> <li>Entry/Exit doors designated</li> <li>Covid-19 Symptoms signage posted in all</li> </ul>

	<p>classrooms and throughout the building</p> <p><b>Classrooms</b></p> <ul style="list-style-type: none"> <li>• Classrooms will be set up with markers for spacing</li> <li>• Classrooms will be set up with chairs facing in same direction*</li> <li>• Classrooms will be cleared of any unnecessary furnishings</li> <li>• Isolation area will be set up for students who may feel ill while waiting to see the nurse</li> <li>• Students remain at their desks until the nurse is able to see them</li> <li>• Students are able to see nurse when needed.</li> <li>• Mailboxes installed outside of each room</li> <li>• Classrooms have disinfectant hand wipes, gloves, and extra masks</li> <li>• Outdoor spaces designated/calendar created for outdoor learning</li> </ul> <p>*PreK and K tables are outfitted with plexiglass so that chairs do not have to be facing the same direction</p> <p><b>Bathrooms</b></p> <ul style="list-style-type: none"> <li>• Hand washing instructions clearly posted</li> <li>• Every other sink/stall/urinal blocked off to maintain social distancing</li> <li>• Opening up more sinks and stalls for PreK-2</li> <li>• Bathrooms designated to specific classroom/homerooms/capacity</li> <li>• Bathroom passes purchased for each student by school</li> </ul> <p><b>Cleaning Protocols</b></p> <ul style="list-style-type: none"> <li>• Classroom cleaning routines provided for teachers</li> <li>• Bathroom cleaning routines provided to custodial staff</li> <li>• Faculty Lounge cleaning routines clearly posted - limited usage</li> <li>• School-wide cleaning protocols</li> </ul> <p><b>Misc.</b></p> <ul style="list-style-type: none"> <li>• School deep cleaned</li> <li>• School ventilation system/filters checked, cleaned and replaced if necessary</li> </ul>	<p>classrooms and throughout the building</p> <p><b>Classrooms</b></p> <ul style="list-style-type: none"> <li>• Classrooms will be set up with markers for spacing</li> <li>• Classrooms will be set up with chairs facing in same direction</li> <li>• Classrooms will be cleared of any unnecessary furnishings</li> <li>• Isolation area will be set up for students who may feel ill while waiting to see the nurse</li> <li>• Students remain at their desks until the nurse is able to see them</li> <li>• Students are able to see nurse when needed.</li> <li>• Mailboxes installed outside of each room</li> <li>• Classrooms have disinfectant hand wipes, gloves, and extra masks</li> <li>• Outdoor spaces designated/calendar created for outdoor learning</li> </ul> <p><b>Bathrooms</b></p> <ul style="list-style-type: none"> <li>• Hand washing instructions clearly posted</li> <li>• Every other sink/stall/urinal blocked off to maintain social distancing</li> <li>• Bathrooms designated to specific classroom/homerooms/capacity</li> <li>• Bathroom passes purchased for each student by school</li> </ul> <p><b>Cleaning Protocols</b></p> <ul style="list-style-type: none"> <li>• Classroom cleaning routines provided for teachers</li> <li>• Bathroom cleaning routines provided to custodial staff</li> <li>• Faculty Lounge cleaning routines clearly posted - limited usage</li> <li>• School-wide cleaning protocols</li> </ul> <p><b>Misc.</b></p> <ul style="list-style-type: none"> <li>• School deep cleaned</li> <li>• School ventilation system/filters checked, cleaned and replaced if necessary</li> <li>• Nurse's office is stocked with other safety</li> </ul>
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	<ul style="list-style-type: none"> <li>Nurse's office is stocked with other safety materials; masks, gloves, hand sanitizer and other safety materials</li> <li>Nurse's office readjusted for possible COVID staff/student patient area</li> <li>Water fountains will only be water bottle stations. Disable fountain portion</li> <li>Health cards made and provided to families prior to school opening – data collection on students' health</li> </ul>	<p>materials; masks, gloves, hand sanitizer and other safety materials</p> <ul style="list-style-type: none"> <li>Nurse's office readjusted for possible COVID staff/student patient area</li> <li>Water fountains will only be water bottle stations. Disable fountain portion</li> <li>Health cards made and provided to families prior to school opening – data collection on students' health.</li> </ul>
<b>Daily Operations for Return</b>		
	PreK - Grade 5	Junior High
<p><b>Parents, Delivery, Visitors</b></p> <p><b>Domestic Travel within the United States no longer requires quarantine upon return to NH. However, anyone who travels internationally or on a cruise ship are still required to quarantine upon arrival. We still recommend that anyone traveling domestically seek testing for asymptomatic COVID infection 3-5 days after travel. (3-24-21)</b></p>	<p>Procedures:</p> <ul style="list-style-type: none"> <li>Visitors ring bell for Entry and Nurse/Secretary Screen for Temp before entering the building</li> <li>If dropping off items, place them in the designated baskets labeled by grade levels and place paperwork in mailbox in the front lobby</li> <li>Visitors are required to wear a mask</li> <li>Visitors will not be allowed beyond the main office</li> <li>Parent meetings will be held virtually or by phone call</li> </ul>	<p>Procedures:</p> <ul style="list-style-type: none"> <li>Visitors ring bell for Entry and Nurse/Secretary Screen for Temp before entering the building</li> <li>If dropping off items, place them in the designated baskets labeled by grade levels and place paperwork in mailbox in the front lobby</li> <li>Visitors are required to wear a mask</li> <li>Visitors will not be allowed beyond the main office</li> <li>Parent meetings will be held virtually or by phone call</li> </ul>
<p><b>Monitoring Health</b></p> <p>Please keep ill students at home.</p> <ul style="list-style-type: none"> <li>Nurses' offices will be by appointment only unless there is an emergency to allow for extensive cleaning between patients.</li> <li>There will be an isolation area at the nurse's office where ill students will wait for pick-up.</li> <li>Students showing symptoms of Covid-19 will wait in the isolation area in their</li> </ul>	<p>Students and Staff:</p> <ul style="list-style-type: none"> <li>Students/Staff will be screened by temperature before entry to the school.</li> <li><b>Temperatures are no longer part of our screening process.</b></li> <li>Any temperature higher than 100.4 is considered a fever and the child/staff member will be sent home.</li> <li>Students will hand sanitize as they enter school</li> <li>Staff will be required to wear a mask when working within 6 ft of a child/ren or if working</li> </ul>	<p>Students and Staff:</p> <ul style="list-style-type: none"> <li>Students/Staff will be screened by temperature before entry to the school.</li> <li><b>Temperatures are no longer part of our screening process.</b></li> <li>Any temperature higher than 100.4 is considered a fever and the child/staff member will be sent home.</li> <li>Students will hand sanitize as they enter school</li> <li>Staff will be required to wear a mask when working within 6 ft of a child/ren or if working</li> </ul>



<p>classroom; teachers will call the nurse and the nurse will have the student come to her office as soon as space is available.</p> <ul style="list-style-type: none"> <li>• Students will wait at their desks. There is no need for an isolation area since the desks are already spaced.</li> <li>• Parents will provide the nurse with information for students pre-existing conditions that may mimic Covid-19 symptoms.</li> <li>• Any Covid-19 symptoms found in a student/staff will result in them being sent home. A quarantine time will be determined based on CDC guidelines.</li> </ul>	<p>with a child with underlying health conditions. (school provided)</p> <ul style="list-style-type: none"> <li>• Masks are required at all times.</li> <li>• Teachers are encouraging students to take more frequent masks breaks in the classroom and outside when they are socially distanced from others.</li> <li>• Staff will wash/sanitize hands when re-entering classrooms or moving to another classroom.</li> <li>• Students will be required to wear a mask at times where social distancing is not possible (this does not apply to students who have a diagnosed medical breathing condition confirmed by providing the school with a doctor's note)</li> <li>• Students are required to wear masks at all times. Mask breaks are given upon request.</li> <li>• Students are required to wear masks in school with the exception of eating and during approved masks breaks both in class and outside.</li> <li>• Students/staff will sanitize hands upon entry to school after recess.</li> <li>• Families can supply their own hand sanitizer for students' personal use</li> </ul>	<p>with a child with underlying health conditions. (school provided)</p> <ul style="list-style-type: none"> <li>• Masks are required at all times.</li> <li>• Teachers are encouraging students to take more frequent masks breaks in the classroom and outside when they are socially distanced from others.</li> <li>• Staff will wash/sanitize hands when re-entering classrooms or moving to another classroom.</li> <li>• Students will be required to wear a mask at times where social distancing is not possible (this does not apply to students who have a diagnosed medical breathing condition confirmed by providing the school with a doctor's note)</li> <li>• Students are required to wear masks at all times. Mask breaks are given upon request.</li> <li>• Students are required to wear masks in school with the exception of eating and during approved masks breaks both in class and outside.</li> <li>• Students/staff will sanitize hands upon entry to school after recess.</li> <li>• Families can supply their own hand sanitizer for students' personal use</li> </ul>
<b>Facial Covering Requirements and Recommendations</b>	PreK - Grade 5	Junior High
<ul style="list-style-type: none"> <li>• All staff and visitors will be required to wear masks in transition (anywhere outside the classroom) and in the classroom when not able to social distance. Masks will be worn at all times.</li> <li>• Teachers may choose to wear transparent face shields when providing instruction and moving about the classroom. A face shield can be worn in addition to a mask.</li> <li>• Teachers will be required to wear a</li> </ul>	<ul style="list-style-type: none"> <li>• Families are asked to purchase at least two reusable face masks for each student, with the expectation that masks will be washed after every school day.</li> <li>• Students using disposable masks should discard them at the end of the school day</li> <li>• All masks/facial coverings must be appropriate to Catholic schools</li> <li>• Students are required to wear masks in transition (anywhere outside the classroom) and in the classroom when not able to social distance*</li> </ul>	<ul style="list-style-type: none"> <li>• Families are asked to purchase at least two reusable face masks for each student, with the expectation that masks will be washed after every school day.</li> <li>• Students using disposable masks should discard them at the end of the school day</li> <li>• All masks/facial coverings must be appropriate to Catholic schools</li> <li>• Students are required to wear masks at all times with the exception of lunch time</li> <li>• Students are required to wear masks in school with the exception of eating and during</li> </ul>





<b>Classroom Setup/Structure</b>	<ul style="list-style-type: none"> <li>Classroom desks and furnishings will be distanced to ensure a safe learning space for each student (6ft. distance when possible, but no less than 3ft.)</li> <li>All desks will be facing the same direction*</li> <li>Outdoor spaces will be designated for additional learning areas</li> <li>Specials will take place in the homerooms</li> <li>Students will remain in their homeroom and not intermingle with other classes to maintain the safety and health of our students</li> <li>Sharing of school supplies such as pencils, markers, and art supplies will not be permitted. Equipment that must be shared will be used by as few students as possible and will be cleaned and disinfected before and after each use.</li> <li>All classroom windows must be opened fully weather permitting</li> <li>Free standing air conditioners are not permitted in classrooms</li> <li>Ceiling fans are not to be used in classrooms</li> <li>School approved oscillating fans may be used to draw in outside air</li> <li>Doors to classrooms will remain propped open while teacher/students are in the classroom</li> <li>All students will have an assigned desk or table space</li> </ul> <p>*PreK and K tables are outfitted with plexiglass, so students do not have to face the same direction</p>	<ul style="list-style-type: none"> <li>Classroom desks and furnishings will be distanced to ensure a safe learning space for each student (6ft. distance when possible, but no less than 3ft.)</li> <li>All desks will be facing the same direction</li> <li>Outdoor spaces will be designated for additional learning areas</li> <li>Specials will take place in the homerooms</li> <li>Students will remain their homeroom and not intermingle with other classes to maintain the safety and health of our students</li> <li>Sharing of school supplies such as pencils, markers, and art supplies will not be permitted. Equipment that must be shared will be used by as few students as possible and will be cleaned and disinfected before and after each use.</li> <li>All classroom windows must be opened fully weather permitting</li> <li>Free standing air conditioners are not permitted in classrooms</li> <li>Ceiling fans are not to be used in classrooms</li> <li>School approved oscillating fans may be used to draw in outside air</li> <li>Doors to classrooms will remain propped open while teacher/students are in the classroom</li> <li>Teachers will rotate to different rooms while students remain in one room at an assigned desk</li> </ul>
<b>Lunch</b>	<ul style="list-style-type: none"> <li>SHS will become a fully <b>Nut-Free</b> Facility/School</li> <li>Students will eat in the classroom at their assigned seat</li> <li>Students will wash hands before and after lunch</li> <li>Staff or students will wipe down desks after lunch</li> <li>Lunches will be provided by families,</li> <li>The Grab and Go lunch program began on October 27<sup>th</sup>, lunch is available on Tuesday,</li> </ul>	<ul style="list-style-type: none"> <li>SHS will become a fully <b>Nut-Free</b> Facility/School</li> <li>Students will eat in the classroom at their assigned seat</li> <li>Students will wash hands before and after lunch</li> <li>Students will wipe down desks after lunch</li> <li>Lunches will be provided by families, pizza will be available on Friday's for those who order it</li> <li>The Grab and Go lunch program began on October 27<sup>th</sup>, lunch is available on Tuesday,</li> </ul>

	Thursday, and Friday. Delivered to the students' classrooms.6	Thursday, and Friday. Delivered to the students' classrooms.
<b>Recess</b>	<ul style="list-style-type: none"> <li>Two homerooms will go out for recess at a time</li> <li>One homeroom is allowed on playground equipment during a recess period, the other homeroom will use the field on an alternating basis so classrooms do not intermingle</li> <li>Recess periods will be assigned</li> <li>High touch points of playground will be wiped down periodically</li> <li>Staff/Students will sanitize hands upon entering school</li> <li>Masks will be worn by staff and students during recess</li> </ul> <p>*PreK students will wear masks during recess</p> <ul style="list-style-type: none"> <li>Students may take approved mask breaks at recess if socially distanced from others.</li> </ul>	<ul style="list-style-type: none"> <li>Three homerooms will go out for recess at a time (assigned groups of 6th grade, 7th grade, 8th grade)</li> <li>One homeroom is allowed on playground equipment during a recess period, the other two homerooms will use the field on an alternating basis, so classrooms do not intermingle.</li> <li>JH cohorts will remain separated during recess.</li> <li>Recess periods will be assigned.</li> <li>High touch points of playground will be wiped down periodically</li> <li>Staff/Students will sanitize hands upon entering school</li> <li>Masks will be worn by staff and students during recess</li> <li>Students may take approved mask breaks at recess if socially distanced from others.</li> </ul>
<b>Sanitation/Facility Cleaning</b>	<ul style="list-style-type: none"> <li>The school will follow aggressive cleaning and disinfection procedures</li> <li>Custodial staff has received the proper training cleaning of our facilities</li> <li>Surfaces cleaned regularly, with special attention given to high-touch areas (handrails, door handles, desks, tables, counters, etc.)</li> <li>Bathrooms will be cleaned more frequently and restocked with needed hygiene products</li> <li>Classrooms will be disinfected and sanitized after school each day</li> <li>All classrooms have been provided with and are using an Air Purifier that covers 1500 Sq. Ft.</li> </ul>	<ul style="list-style-type: none"> <li>The school will follow aggressive cleaning and disinfection procedures.</li> <li>Custodial staff has received the proper training to implement deep cleaning of our facilities</li> <li>Surfaces cleaned regularly, with special attention given to high-touch areas (handrails, door handles, desks, tables, counters, etc.)</li> <li>Bathrooms will be cleaned more frequently and restocked with needed hygiene products</li> <li>Classrooms will be disinfected and sanitized after school each day</li> <li>All classrooms have been provided with and are using an Air Purifier that covers 1500 Sq. Ft.</li> </ul>

<b>Social &amp; Emotional Learning (SEL):</b> To educate, communicate and promote social and emotional learning in our school community through consistent integrated best practices and Catholic virtuous teachings.		
	PreK - Grade 5	Junior High
<b>Before School Begins</b> <b>Continue through school year</b>	<ul style="list-style-type: none"> <li>Guidance Newsletter for parents before school begins with topics to cover with their child to help them prepare for re-entry</li> <li>Videos demonstrating school safety protocols will be made available for review</li> <li>Faculty and Staff will receive professional development in social and emotional learning with special consideration to the impact Covid-19 has had on students</li> </ul>	<ul style="list-style-type: none"> <li>Guidance Newsletter for parents before school begins with topics to cover with their child to help them prepare for re-entry</li> <li>Videos demonstrating school safety protocols will be made available for review</li> <li>Faculty and Staff will receive professional development in social and emotional learning with special consideration to the impact Covid-19 has had on students</li> </ul>
<b>Once School Begins</b>	<ul style="list-style-type: none"> <li>SEL best practices will be consistently integrated into curriculum learning with increased instruction time devoted to program activities</li> <li>Social and emotional teaching will be guided by The Choose Love Connect Program, The Virtues Program and other well-established, widely-used curriculums</li> <li>Teachers will provide parents with opportunity to share goals for their child at the commencement of school</li> <li>Teachers will leverage data from student SEL surveys and well-being check-ins and adjust teaching to best meet the needs of each student</li> <li>Social/Emotional Learning information will be included in weekly News Notes</li> <li>School-wide bulletin boards devoted to Social/Emotional wellness to serve as inspirational reminders of positivity.</li> <li>The continued implementation of The Buddy Program to promote multi-age friendships and mentorship opportunities <b>being planned once a month with existing Buddy guidelines.</b></li> </ul>	<ul style="list-style-type: none"> <li>SEL best practices will be consistently integrated into curriculum learning with increased instruction time devoted to program activities.</li> <li>Social and emotional teaching will be guided by The Choose Love Connect Program, The Virtues Program and other well-established, widely used curriculums.</li> <li>Teachers will provide parents with opportunity to share goals for their child at the commencement of school.</li> <li>Teachers will leverage data from student SEL surveys and well-being check-ins and adjust teaching to best meet the needs of each student.</li> <li>Social/Emotional Learning information will be included in weekly News Notes.</li> <li>School-wide bulletin boards devoted to Social/Emotional wellness to serve as inspirational reminders of positivity.</li> <li>The continued implementation of The Buddy Program to promote multi-age friendships and mentorship opportunities <b>being planned once a month with existing Buddy guidelines.</b></li> </ul>

Fall Benchmark Assessments		
	PreK - Grade 5	Junior High
	All teachers will assess incoming students with the goal of teaching grade level curriculum.	All teachers will assess incoming students with the goal of teaching grade level curriculum.
<b>Instruction :</b> To create a flexible instruction plan for the 2020-2021 school year with a focus on achieving grade level standards for our students.		
	PreK - Grade 5	Junior High
<b>Classroom Instruction</b>	<ul style="list-style-type: none"> <li>• Google Classroom</li> <li>• Pearson Realize, Superkids, Sadlier, Voyages, Wakelet, and Symbaloo</li> <li>• Teachers will review passwords, logins, navigation of sites, uploads, downloads, internet safety, etc.</li> <li>• During the first month of school students and parents will become familiar with platforms and accessing online programs such as Google Classroom, and RenWeb, Pearson Realize. Teachers will review passwords, logins, navigation of sites, uploads, downloads, internet safety, etc.</li> <li>• Project based learning may be used to enhance instruction</li> <li>• When possible, outdoor spaces will be used for instruction</li> <li>• A flexible learning environment will include a combination of paper/pencil, hands-on activities, manipulatives, and technology</li> </ul>	<ul style="list-style-type: none"> <li>• Google Classroom</li> <li>• English Grammar-<i>Voyages in English Grammar and Writing</i></li> <li>• Vocabulary and Word Study: Sadlier Vocabulary Workshop (online: Sadlierconnect.com)</li> <li>• Math- Khan Academy, Math Text</li> <li>• Social Studies- Trade books and National Geographic Text and video, various websites</li> <li>• Science- Text, lecture, labs, videos and various websites</li> <li>• Teachers will review passwords, logins, navigation of sites, uploads, downloads, internet safety, etc.</li> <li>• During the first month of school students and parents will become familiar with platforms and accessing online programs</li> <li>• Project based learning may be used to enhance instruction</li> <li>• When possible, outdoor spaces will be used for instruction</li> <li>• A flexible learning environment will include a combination of paper/pencil, hands-on activities, manipulatives, and technology</li> </ul>

<b>Assessment (In-Class)</b>	<ul style="list-style-type: none"> <li>• Formative</li> <li>• Summative</li> </ul>	<ul style="list-style-type: none"> <li>• Formative</li> <li>• Summative</li> </ul>
<b>Online Instruction</b>	<ul style="list-style-type: none"> <li>• Teachers will review norms for online learning and group meetings as part of morning meeting norms in the classroom. (i.e. dressed and sitting at table for the meeting, raising hand to speak, on time for lesson, materials ready, toys put away, no pets, no changing of backgrounds during the meeting...)</li> <li>• Google Classroom will be used and students will access assignments through this platform.</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers will review norms for online learning and group meetings</li> <li>• Google Classroom will be used and students will access assignments through this platform.</li> </ul>
<b>Assessment (Remote)</b>	<ul style="list-style-type: none"> <li>• Formative</li> <li>• Summative</li> <li>• Project Based</li> </ul>	<ul style="list-style-type: none"> <li>• Formative</li> <li>• Summative</li> <li>• Project Based</li> </ul>
<b>Classroom Structure (In-Class)</b> * See above section in School Building/Facilities)	<ul style="list-style-type: none"> <li>• Students must be social distanced in desks at least 3ft. and optimally 6 ft.</li> </ul>	<ul style="list-style-type: none"> <li>• Students must be social distanced in desks at least 3ft. and optimally 6 ft.</li> </ul>

**Technology:** To develop best practices and standards for use and delivery of on-line curriculum/Google Classroom and to establish acceptable use of technology as well as on-line safety protocols which will facilitate and promote engaged in-person or remote learning.

	PreK - Grade 5	Junior High
<b>In-Person Instruction</b>	<ul style="list-style-type: none"> <li>Each student in K-5 will be provided with a Chromebook as part of our 1:1 device program (when Chrome Books arrive)</li> <li>All students in Grades 1-5 have a 1:1 device.</li> <li>Students are required to come to school each day with a full battery charge.</li> <li>Families will be required to purchase their own Chromebook sleeve as detailed in the supply list</li> <li>Chromebooks can travel back and forth from home to school depending on assignment needs</li> <li>To help ensure student safety while operating school issued devices, Sacred Heart will be employing GoGuardian Admin and GoGuardian Teacher (the GoGuardian welcome letter and the AUP -Acceptable Use Policy- will be sent home with all forms)</li> </ul>	<ul style="list-style-type: none"> <li>Each student in 6-8 will be provided with a Chromebook as part of our 1:1 device program (when Chrome Books arrive)</li> <li>All students in 6-8 have a 1:1 device.</li> <li>Students are required to come to school each day with a full battery charge.</li> <li>Families will be required to purchase their own Chromebook sleeve as detailed in the supply list</li> <li>Chromebooks can travel back and forth from home to school depending on assignment needs</li> <li>To help ensure student safety while operating school issued devices, Sacred Heart will be employing GoGuardian Admin and GoGuardian Teacher (the GoGuardian welcome letter and the AUP -Acceptable Use Policy -will be sent home with all forms)</li> </ul>
<b>Teacher Professional Development (August 2020)</b>	<ul style="list-style-type: none"> <li>Teachers will be provided with in house training to establish universal best practices in the use of Google Classroom</li> </ul>	<ul style="list-style-type: none"> <li>Teachers will be provided with in house training to establish universal best practices in the use of Google Classroom</li> </ul>
<b>Unified Arts</b>		
	PreK - Grade 5	Junior High
<b>In-Class Instruction</b>	<ul style="list-style-type: none"> <li>Unified Arts teachers will travel to student homerooms for in-person instruction</li> <li>Lessons and assessment will be more closely</li> </ul>	<ul style="list-style-type: none"> <li>Unified Arts teachers will travel to student homerooms for in-person instruction</li> <li>Lessons and assessment will be more closely</li> </ul>



	<ul style="list-style-type: none"> <li>aligned with core grade-level curriculum</li> <li>Students will be encouraged to use the online catalog to reserve library books</li> <li>Students will participate in online reading challenges through Beanbright</li> <li>Students will be required to wear masks during UA instruction time (with the exception of PE) to help mitigate teacher viral exposure.</li> <li>Students will wear masks for PE classes. Mask breaks will be provided.</li> <li>PE classes will be held outside as often as possible</li> </ul>	<ul style="list-style-type: none"> <li>aligned with core grade-level curriculum</li> <li>Wellness and PE will be closely integrated</li> <li>Students will be encouraged to use the online catalog to reserve library books</li> <li>Students will participate in online reading challenges through Beanbright</li> <li>Students will be required to wear masks during UA instruction time (with the exception of PE) to help mitigate teacher viral exposure.</li> <li>Students will wear masks for PE classes. Mask breaks will be provided.</li> <li>PE classes will be held outside as often as possible</li> </ul>
<b>Remote Instruction</b>  Remote Instruction will take place after our Thanksgiving break and Christmas break	<ul style="list-style-type: none"> <li>Unified Arts classes will be required.</li> <li>In the event of remote learning, students will be required to log into a synchronous lesson during their regularly scheduled class time</li> </ul> <ul style="list-style-type: none"> <li>November 30 - December 4, 2020</li> <li>January 4 – January 8, 2021</li> </ul>	<ul style="list-style-type: none"> <li>Unified Arts classes will be required</li> <li>In the event of remote learning, students will be required to log into a synchronous lesson during their regularly scheduled class time</li> </ul> <ul style="list-style-type: none"> <li>November 30 - December 4, 2020</li> <li>January 4 – January 8, 2021</li> </ul>
<b>Covid-19 Exposure Protocols</b>		
Contact tracing has been reduced to 3 feet. (3-24-21)	PreK - Grade 5	Junior High
<b>Wide-Spread Exposure Closure</b>	Communications will come from the Superintendent of the Diocesan Office announcing the closure and the	Communications will come from the Superintendent of the Diocesan Office announcing the closure and the

	<p>dates of said closure</p> <p>Procedures;</p> <ul style="list-style-type: none"><li>• If notice is given during the school day, students can pack up all belongings, get instructions, and prepare for remote instruction</li><li>• If notice comes during off-school hours, student possessions and materials will be gathered and packed up by teachers</li><li>• Parents will be assigned a day and time to pick up these materials so as to allow for social distancing</li></ul>	<p>dates of said closure</p> <p>Procedures;</p> <ul style="list-style-type: none"><li>• If notice is given during the school day, students can pack up all belongings, get instructions, and prepare for remote instruction</li><li>• If notice comes during off-school hours, student possessions and materials will be gathered and packed up by teachers</li><li>• Parents will be assigned a day and time to pick up these materials so as to allow for social distancing</li></ul> <p><b>Revised 10-5-2020</b> <b>Revised 11-18-2020</b> <b>Revised 2-18-2021</b> <b>Revised 3-24-21</b> <b>Revised 5-4-21</b></p>
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### **Resources for Reopening Sacred Heart School**

A Framework for Catholic Schools in the Diocese of Manchester (Coronavirus)

[www.catholicnh.org/schools/](http://www.catholicnh.org/schools/)

American Academy of Pediatrics

<https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>

Choose Love Movement – Social and Emotional Learning

<https://chooselovemovement.org/>

COVID-19 Parent Resource Guide. New Hampshire Department of Health and Human Services, Division for Children, Youth, and Families. <https://www.dhhs.nh.gov/dcyf/documents/covid-resource-guide.pdf>

New Hampshire - COVID-19 Resources for Schools. New Hampshire Department of Education.

<https://www.education.nh.gov/who-we-are/commissioner/covid-19>

NH Department of Health and Human Services

<https://www.dhhs.nh.gov/>

Symptoms of Covid-19

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

US Center of Disease Control (CDC)

<https://www.cdc.gov/>